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ABSTRACT

The purpose of this outline is to give teachers and counselors general information on the vocational utility of foreign language skills, on the assumption that this information will help to increase and maintain enrollment in foreign language classes. Information is divided into two basic categories: "language important careers" and "language essential careers." A third section outlines ways to motivate language students through career information. A bibliography and a list of useful addresses complete the outline. (AM)

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Foreign Languages And Careers

An Outline

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1977

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OVERVIEW

The student who learns a foreign language opens the door to new career opportunities. Government and business need people with foreign language skills. For many positions knowledge of at least one foreign language is an enormous help or a tool that is used regularly. For others, it is a specific requirement.

The purpose of this outline is to give teachers and counselors general information on the vocational utility of foreign languages. If students are made aware of this, it will help to increase and maintain enrollment in foreign language classes.

For exhaustive information on occupational designations and descriptions as well as current news on placement, see the references at the end of this outline.

OUTLINE

I. Language important careers -- Fields in which the knowledge of one or more foreign languages will enhance career opportunities. Qualified job candidates with foreign language skills will be given preference. In many cases government and business prefer trainees who know a second language because practical job skills are often more readily acquired than language proficiency.

A. Geographic factor -- Where do you want to work? In some areas anyone who has to meet the public in his employment will do far better if he knows a second language.

For example:

1. United States.

a. Spanish: Throughout most of the Southwest, New York and Florida.

b. Portuguese: Parts of California and the East.

c. French: Parts of the Northeast.

2. Overseas. You need to know the language of the country.

B. Careers and Employers. What job do you want?

1. State and local government, especially California.

a. Law enforcement, social work, teaching, health: Jobs in these and related fields put workers in face-to-face contact with people who need help. These people may speak a second language, and a knowledge of that language is often essential.

b. Secretarial. Bilingual secretaries are needed by numerous government agencies. They need skills such as typing and shorthand in both English and the second language.

c. Library science. All types of libraries, public, school, college and university as well as special libraries, require workers with a knowledge of foreign languages in connection with acquisition of new books, classification and recommending good foreign books.

2. Federal Government.

a. Foreign service. For example, the United States Information Service employs officers in media, education and social sciences for its cultural programs around the world. In addition the Agency employs secretaries, librarians and English teachers. All of these workers need to know foreign languages. The USIS also sponsors

the Voice of America radio broadcasting in numerous languages. Another example is the Agency for International Development; it is a non-military foreign assistance program in education, agriculture and health.

b. United States Customs needs officers who know several foreign languages.

c. Border patrol requires officers in the Southwest to know several foreign languages.

d. U.S. Postal Service needs personnel with language skills to handle mail from foreign countries and to maintain public relations with Americans who speak a second language.

e. U.S. Military. For example, the U.S. Army operates the Defense Language Institutes.

3. Private business -- Companies or free lance professionals operating either in an area of the U.S. with a sizeable group of people who speak a second language or with overseas operations want personnel with foreign language skills. Thousands of American businesses either have branches abroad or have dealings with foreign countries.

a. Foreign representatives of a U.S. based firm must be able to deal with foreign personnel, government agencies, clients as well as promote products. Often this must be done in a second language.

b. Banks need personnel with language skills in many of their U.S. and foreign branches.

c. Import and export firms need personnel for foreign sales, studies of foreign markets, import export regulations.

d. Travel and Tourism. Agencies either taking Americans abroad or showing foreigners the sights at home need personnel with language skills. This includes travel agencies, airline, bus and train companies as well as hotels.

e. Journalism. Foreign correspondents need language skills; and every journalist can use language skills for interviewing foreign visitors and for reading the foreign press.

f. Publishing. Many publishing houses market books abroad and publish translations or books in foreign languages, especially educational materials. They need executives, editors, and secretaries with skills in various languages.

g. Law. A lawyer who knows a second language can expand his business in an area of the U.S. where a second language is spoken or he can deal in international law more effectively.

h. Entertainment. Radio and television announcers, actors and singers who know a second language will find numerous opportunities both in the U.S. and abroad.

i. Telephone companies need operators to handle calls to and from foreign countries as well as calls from people in the U.S. who speak a second language.

j. Engineering positions often call for staff with language skills for overseas plants.

k. Scientists in such diverse fields as biology, archeology, chemistry and aerospace need to read scientific journals in other languages. They may also have occasion to do research in a foreign country. For example, the research

of many anthropologists is done primarily with people who speak a language other than English.

l. Agrobusiness. In California, for example, many big farms hire Spanish speaking personnel.

m. Clergy-Missionary. Many churches need personnel with language skills both in the U.S. and overseas.

II. Language essential careers. Fields in which the knowledge of one or more foreign languages is the very basis for performing the job.

A. Language teacher. Usually an advanced degree in foreign language is a minimal requirement.

1. Most job opportunities in the language essential category are in teaching. Competent candidates who have lived in the country where their second language is spoken or speak the language at home have the best chance to be hired.

2. Teaching languages for professionals. Many Spanish classes are offered for personnel in law enforcement, social work, health and teaching, especially in California, New York, and Florida.

B. Bilingual education. In places like California, teachers are needed to give instruction in Spanish for all subjects in elementary and secondary schools.

C. Translator/interpreter. The term translation is applied to turning a written text into a second language. The term interpret means to act as a medium for communication between speakers of different languages. The federal government is the largest single employer of the translator/interpreter in the United States. The United Nations and some big business firms also employ translators and interpreters.

III. Motivating language students through career information

A. Make sure counselors are well informed

B. Career related activities in the foreign language classroom

1. Find out what occupations interest your students
2. Teach students terms about their chosen field
3. Work up some dialogues, drills or role playing activities relating to careers
4. Have reference material available to students
5. Invite professionals who can attest to the importance of foreign language in their fields
6. Bulletin board displays on foreign languages and careers

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USEFUL ADDRESSES

ACTFL Materials Center, 62 Fifth Avenue, New York, NY 10011.

American Translators Association, P.O.B. 129, Croton-on-Hudson, NY 10520

Council on International Educational Exchange, 777 United Nations Plaza, NY, NY 10017

Institute of International Education, 809 United Nations Plaza, NY, NY 10017

Peace Corps, Washington, D.C. 20525

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